

Section Mtg 1-28-15

Primavera **Due: January 29, 2015**

- FY14 commitments
- FY15 Commitments
- Funding Pipeline and RA
- Special Account
- February 3 (100pm to 300pm-time may change) – Mandatory Mtg if Site is not up to date. You will be notified Friday (January 30) or Monday (February 2) whether you are required to attend. Although the focus is currently on FY15, we will be discussing FY16 in the near future. The expectation is that these issues should be not appear for FY16, so if you are not sure how to update this information for your site, you may want to attend.

Reference Emails:

- 12/8/14: Meyer – Status of Primavera Publishing and SCAP Reports
- 1-23-15: Meyer – Important Primavera issues-Due Date January 29, Follow up meeting on Feb 3
- 1-8-15: Coltrain – Special Account Report and Misc Proj Schedule Checks
- 1-15-15: coltrain – Mngt Notes and Info Requests
- 1-22-15: coltrain – FW:FY15 RA funding spreadsheet and the SEMS RA Funds report
- 1-22-15: Coltrain - FW:FY15 RA funding spreadsheet and the SEMS RA Funds report---Primavera step-by-step instructions

Contracts - Done

- Justifications for the continuance of contracts past the termination dates
- Full Response
- The understanding is that HQ will work with the region on compiling the justifications and needs for submittal.

CI Annual Work Plan – **Due February 13, 2015**

- Management wants to know our community outreach activities
- We will need to formalize an annual plan.
- CI team will support us.

Reference Emails

- 1-20-15: Appaji – Weekly Remedial Branch Meeting Notes
- 1-26-15: Coltrain – Special Account and Community Involvement Annual Plans